



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Class Specification and Salary Range for Street Cleanup Worker I/II

MEETING DATE: August 4, 1999

SUBMITTED BY: Human Resources Director

RECOMMENDED ACTION: To approve the class specification and salary range for Street Cleanup Worker I/II

BACKGROUND INFORMATION: In recent years there has been increasing emphasis on revitalization of the Downtown area of Lodi. Essential to revitalization is the overall appearance of Downtown alleys and sidewalks, and the maintenance of these features including tree wells and unique designs. This level of maintenance requires extensive individualized attention on a full-time basis. Such maintenance includes cleaning sidewalks, curbs and gutters, emptying trash containers, trimming trees and maintaining tree wells, planting flowers, repairing street furniture, and monitoring sidewalks, alleys and parking lots for trash, debris and weeds. Recognizing these needs, the Council approved the addition of this position in the current budget. In addition, the Lodi Downtown Business Partnership supports this position. This classification will be placed in the Maintenance and Operators collective bargaining unit. It is recommended to approve the attached class specification and salary range below:

Street Cleanup Worker I

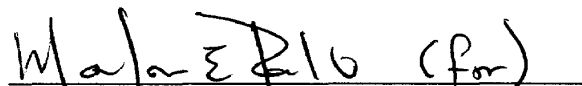
<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>
\$1,998.93	\$2,098.88	\$2,203.84	\$2,314.01	\$2,429.72

Street Cleanup Worker II

<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>
\$2,236.98	\$2,348.77	\$2,466.25	\$2,589.59	\$2,719.03

FUNDING: Currently funded. This position has resulted in a savings of \$15,000 in annual refuse charges to the City.

Respectfully submitted,


Joanne M. Narloch, Human Resources Director

cc: City Attorney

Prepared by Marlon Robbins, Risk Manager

APPROVED: _____
H. Dixon Flynn -- City Manager

RESOLUTION NO. 99-111

A RESOLUTION OF THE LODI CITY COUNCIL APPROVING THE
CLASS SPECIFICATION AND SALARY RANGE FOR STREET
CLEANUP WORKER I/II

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RESOLVED, that the Lodi City Council does hereby approve the class specification for the Street Cleanup Worker I/II, as shown on Exhibit A, attached hereto; and

FURTHER RESOLVED, the Council hereby approves the salary range as follows:

Street Cleanup Worker I

STEP				
A	B	C	D	E
\$ 1,998.93	\$ 2,098.88	\$ 2,203.84	\$ 2,314.01	\$ 2,429.72

Street Cleanup Worker II

STEP				
A	B	C	D	E
\$ 2,236.98	\$ 2,348.77	\$ 2,466.25	\$ 2,589.59	\$ 2,719.03

Dated: August 4, 1999

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I hereby certify that Resolution No. 99-111 was passed and adopted by the City Council of the City of Lodi in a regular meeting held August 4, 1999 by the following vote:

AYES: COUNCIL MEMBERS – Hitchcock, Mann, Nakanishi, Pennino
and Land (Mayor)

NOES: COUNCIL MEMBERS – None

ABSENT: COUNCIL MEMBERS – None

ABSTAIN: COUNCIL MEMBERS – None


ALICE M. REMICHE
City Clerk

CITY OF LODI

August 4, 1999

STREET CLEANUP WORKER I/II**DEFINITION:**

Under direction performs a wide variety of maintenance and minor construction work in designated business areas of Lodi such as the Downtown area, or other areas as assigned in the Public Works Department. Performs a variety of semi-skilled and skilled tasks and operates light equipment. These two classes are flexibly staffed such that an individual assuming a Street Cleanup Worker I position is expected to progress to the II level with training, experience, and satisfactory performance within two years of appointment.

DISTINGUISHING CHARACTERISTICS:

Street Cleanup Worker I: This is the entry level of the Street Cleanup Worker series. This class is distinguished from the Street Cleanup Worker II level in that it does not perform as broad a range of maintenance and construction tasks and receives more direct supervision.

Street Cleanup Worker II: This is the journey level in the Street Cleanup Worker series. Positions in this class are fully trained in a variety of tasks in the cleanup, maintenance and landscape of designated public areas. This class is distinguished from the Street Cleanup Worker I level by the greater extent of knowledge, experience, and may occasionally supervise work program appointees or volunteers. Under the flexible staffing system, positions in this class normally would be filled from the I level.

SUPERVISION RECEIVED AND EXERCISED

Street Cleanup Worker I: Receives immediate supervision from division supervisors and senior level maintenance workers. Receives technical supervision from Maintenance Worker III's and the City's arborist.

Street Cleanup Worker II: Receives general supervision from division supervisors and technical supervision from Maintenance Worker III's and the City's arborist. Will occasionally provide lead direction over work program appointees or volunteers.

EXAMPLES OF DUTIES:

Duties may include, but are not limited to, the following:

- Remove debris from public right-of-ways.
- Empty trash containers and install plastic liners.
- Spray weeds in the public right-of-way.
- Clean tree wells of debris and sucker growth.
- Plant and maintain flowers and trees.
- Monitor irrigation systems and make minor repairs.
- Wash sidewalk, curb and gutter, and public furniture.
- Liaison between merchants and the Public Works Department regarding cleanup and condition of storefront sidewalks.
- Make minor repairs to paving stones and public furniture.
- Operate and maintain sidewalk/parking lot sweeping equipment.
- Install signs and posts.
- Maintain pedestrian/transit shelters.
- Maintain public right-of-ways to ensure public safety and report potentially unsafe conditions to supervisor.
- Perform related work as required.

MINIMUM QUALIFICATIONS

Street Cleanup Worker I

Knowledge of:

- The operation and maintenance of basic hand and power tools and equipment.
- Basic maintenance, plumbing, and construction practices.
- Basic grounds and gardening maintenance.
- Safe work practices.

Ability to:

- Perform a variety of skilled and semi-skilled manual maintenance tasks.
- Understand and carry out oral and written instructions
- Communicate and work effectively with those contacted during the course of work.
- Perform tasks in a manner which ensures safety for self and for the public.

MINIMUM QUALIFICATIONS (Cont'd):

Education And Experience:

Any combination of experience and education that would likely provide the required knowledge and abilities. A typical combination would be:

Education:

None required.

Experience:

One year of construction and/or maintenance work.

Licenses And Certificates:

Possession of the appropriate valid Driver's License from the California Department of Motor Vehicles.

Street Cleanup Worker II

In addition to the requirements for Street Cleanup Worker I.

Knowledge of:

Specific attributes of designated areas within the City of Lodi.

Ability to:

Oversee the work of others.

Experience And Education:

Any combination of experience and education that would likely provide the required knowledge and abilities. A typical combination would be:

Experience:

Two years experience in construction and/or maintenance work.

Education:

None required.

Licenses And Certificates:

Possession of the appropriate valid Driver's License from the California Department of Motor Vehicles.